

ED 728: Educational Applications of Technology

Committee Organizational Report Rubric

Element of Work	Completed (2 pts)	Partially Completed (1 pt)	Not Completed (0 pts)
Lists full names of all committee members			
Lists specific assigned roles and responsibilities of each committee member			
Lists the specific focus and goals of the committee			
Describes proposed steps and procedures that the committee will use			
Lists proposed committee activities for researching, exploring and experimenting. This might include interviewing individuals, learning specific elements of the schools networking policies and procedures, experimenting with Google Apps in specific subject areas, etc. (Note: these activities may change as more information is collected)			
Provides an estimated timeline for completing the work and keeping everyone on track			
Total Points			